

**Commission on Services to the Aging (CSA)  
Michigan Department of Health and Human Services (MDHHS)  
Aging & Adult Services Agency (AASA) Virtual Meeting  
Friday, September 17, 2021**

**DRAFT MINUTES**

**CALL TO ORDER**

The meeting of the Commission on Services to the Aging was called to order at 9:02 a.m. by Commission Chair Schlueter.

**ROLL CALL**

The commission roll call was taken, and a quorum was present.

**COMMISSION MEMBERS PRESENT**

Bob Schlueter, Mark Bomberg, William Bupp, Georgia Crawford-Cambell, Nancy Duncan, Marshall Greenhut, Guillermo Lopez, Tene Milton-Ramsey, Joy Murphy, Michael Pohnl, Bob Schlueter, Dennis Smith, Shirley Tuggle, and Kristie Zamora.

**COMMISSIONERS EXCUSED**

Sue Franklin and Walid Gammouh

**AASA STAFF PRESENT**

Presenters/facilitators: Scott Wamsley, Kelly Cooper, Amy Hall, Cindy Masterson, Laura McMurtry, Cindy Albrecht, Lacey Charboneau, Becky Payne, Annette Gamez, Julia Thomas, Rachel Telder, Tari Muñiz, and Steve Betterly.

Attendees: Ryan Connelly, Cynthia Farrell, Rekha Khetarpal, Marla Price, and Kayla Smith.

**APPROVAL OF AGENDA**

Commission Chair Schlueter requested a motion to approve the CSA Agenda.

A motion was made by Commissioner Duncan and Commissioner Bupp seconded the motion. The agenda was approved by voice vote.

**APPROVAL OF CSA MEETING MINUTES**

Commission Chair Schlueter requested a motion to approve the August 20, 2021, CSA meeting minutes without amendments.

A motion was made by Commissioner Duncan and Commissioner Bupp seconded the motion. The minutes were approved by voice vote.

**COMMISSION CHAIR OPENING REMARKS**

Commissioner Schlueter welcomed all to the meeting. He thanked the AAAs and AASA staff for all the hard work and dedication to the Annual Implementation Plans;

acknowledging the commission members for the hours they put in to thoughtfully read and understand all that is involved in developing AIPs.

He also shared that he recently attended a Teams meeting with Director Hertel and Commissioners Duncan and Bomberg and was very impressed with their knowledge and professionalism during the presentation to the director. More information regarding the meeting will follow during the CSA Advocacy Committee Update.

### **PUBLIC COMMENT RELATED TO AASA PROGRAMS, SERVICES, POLICIES, OR ISSUE IMPACTING OLDER AND VULNERABLE ADULTS**

There were no public comments.

### **STATE ADVISORY COUNCIL ON AGING (SAC) UPDATE**

Commissioner Kristie Zamora, SAC Chairperson, provided an update on the work of the council.

- Council members are continuing work on the Annual SAC Report
- She recently participated in a phone call with MPHI, AASA, and Commissioner Schlueter regarding DEI cohort training and how best to connect with the SAC members for this important work. There will be more information forthcoming when MPHI has a solid plan after hearing from CSA and SAC chairs.

### **CSA ADVOCACY COMMITTEE UPDATE**

Commissioner Duncan, Advocacy Committee Chairperson, provided an update on the work of the committee.

- Reminder that the CSA authorized the Advocacy Committee to send letters of support to Legislators for the following:
  - A letter in support of urgent and fast action on COVID relief supplemental funding intended for the AAAs which has not yet been appropriated.
  - A letter in support of the package of guardianship bills developed by the Elder Abuse Task Force and that if any cost is necessary for implementation, to appropriate needed funding.
    - CSA members were provided a copy of the letters sent to Legislators and were encouraged to reach out to their local representatives.
- Legislative Conference Committees are reading and working out the details of the state budget and passage is expected before the September 30, 2021, deadline. We should start hearing about details in the coming weeks. There is no information yet whether the COVID supplementals were included.
- Governor has advanced a new funding request for American Rescue Plan moneys for initiatives including \$77M earmarked for bonuses and training for Direct Care Workers (DCW). More details to follow as they become available.
- The committee met with MDHHS Director Hertel on September 9, 2021, to discuss recommendations related to the direct care workforce and ways to collaborate on recruitment and retention. The meeting went well, and the advocacy committee asked for a liaison from the department to work with the CSA in their advocacy efforts, specifically help working on implementation of the

recommendations. David Knezek volunteered and has already reached out to set up a meeting.

- Commissioner Bomberg shared that he found the meeting very positive and was encouraged that several of the ideas brought forth by the committee were met with positive reaction from those on the meeting.
- Ongoing work continuing with the committee:
  - Committee has had several learning sessions on rebalancing funding for home and community based services and facility-based services. Michigan has much more funding going towards facility-based currently.
  - The committee will begin to analyze the budget for 2022 and what was funded and will be gathering input on what efforts should be elevated for the 2023 budget. She encouraged CSA members to start thinking of areas about which they are concerned.
  - Researching information shared with the CSA during public comment at the August meeting on hourly limits for DCW in the adult home help program and will be reaching out to Congresswoman Dingle relative to the bill she has introduced at the federal level.
  - Reminder that there is an additional spot available on the Advocacy Committee and asked members to reach out if they are interested.

### **AGING AND ADULT SERVICES SENIOR DEPUTY DIRECTOR REPORT**

Scott Wamsley provided the following updates:

- With regard to recent conversations around possible AASA leadership transition, he let the commission know that for AASA it is business as usual as most of AASA work is governed by Older American's Act and Older Michiganians Act requirements.
- He is working closely with Medical Services Administration (MSA) on policy and programmatic coordination.
- The aging network is currently involved in coordinating with Public Health Administration (PHA) to be sure those in Adult Foster Care homes (AFCs) with compromised health have access to vaccinations, specifically 3<sup>rd</sup> dose, to strengthen immune response.
- AASA is partnering with PHA, MSA, and Licensing and Regulatory Affairs (LARA) on a focused work group to increase vaccination rates, especially those in licensed facilities. They are looking into staffing concerns in these facilities as well.
- AASA will be kicking off the National Core Indicators Aging & Disability project and will survey participants statewide on their experiences with home-delivered meals and in-home service programs.
- Recently participated in a call with the state unit on aging in Colorado on a number of issues, including how we coordinate across departments; how we coordinate common service providers (MI Choice Waiver); the DCW shortage; and what systems we use to support AAAs and providers across the state.
- He will be presenting at the LeadingAge conference in Grand Rapids about the aging network and Aging and Adult Services Agency.
- New staff members at AASA: Rekha Khetarpal, Financial Analyst in the

Operations and Aging Network Support Division; Uratile (Rati) Sijiye, an MPH Affiliate in the Health Promotion and Policy Management Division

## **FINANCIAL UPDATES**

Cindy Masterson, AASA Operations and Aging Network Support Division Director, provided AASA budget updates.

- AASA is still awaiting Federal authorization which would allow AASA to spend the Federal COVID-19 grants that have been received. It's possible it may be appropriated as a FY21 supplemental in FY22 budget.
- An FY22 budget agreement has been reached and it is anticipated the House and Senate will vote on it next week—details will not be known until after they have voted.
- Governor Whitmer announced earlier this week that of the \$6.5B in Federal Pandemic funding received by the State of Michigan, she would like to use \$1.4B (approximately 1/5 of the funding) to expand health care and infrastructure, including bolstering access to mental health services, replacing state psychiatric hospitals, and building a new public health lab. The breakdown consists of:

\$ 335,000,000	Grants to improve access to treatments for autism, behavioral health and substance abuse
\$ 325,000,000	Would fund the construction of a new psychiatric facility in the Detroit area to replace both the Hawthorn Center (children's facility) in Northville Township providing more beds for youth psychiatric patients and the Water P. Reuther Psychiatric Hospital in Westland
\$ 220,000,000	Replace the public health lab in Lansing
\$ 115,000,000	Update health information technology systems that track immunizations, diseases, and connect health providers with each other
\$ 45,000,000	grants to local health departments that experts have said are underfunded
\$ 20,000,000	Fund telemedicine rooms in public places such as state social services offices
\$ 77,000,000	Would be delegated to help retain healthcare workers by providing bonuses, improved training and enhanced employment support services
\$ 40,000,000	Provide home repair and plumbing assistance to lower-income families
\$ 39,000,000	Would be invested to improve HVAC systems, provide more beds, and provide more infection control training for nursing home staff
\$ 184,000,000	balance would go to foster parents, homeless shelters, and provide grants to manage coronavirus-related trauma
\$ 1,400,000,000	

- It is anticipated that there will be a continuing resolution for the federal budget.
- Third quarter grant and services expenditure report will be shared at the October Commission meeting.

## **BUSINESS ITEMS**

### **a. Request for Approval of FY2022 Annual Implementation Plan for The Senior Alliance Inc., Area Agency on Aging (AAA) Region 1C**

Laura McMurtry, AASA Field Representative, provided an overview and stated this plan has been reviewed against criteria adopted by the Commission on March 19, 2021, as well as the FY 2022 Estimated Cost Allocation Worksheet established by AASA. An assessment of the agency's operations occurred on July 21, 2021, and no outstanding issues were identified. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Bomberg to approve the Request for Approval of FY2022 Annual Implementation Plan for The Senior Alliance Inc., Area Agency on Aging (AAA) Region 1C. Commissioner Zamora seconded the motion.

Additional discussion followed and the motion was approved by roll call vote 13-0-0.

### **b. Request for Approval of FY2022 Annual Implementation Plan for Region 2 Area Agency on Aging**

Laura McMurtry, AASA Field Representative, provided an overview and stated this plan has been reviewed against the approval criteria as adopted by the Commission on March 19, 2021, as well as the FY2022 Estimated Cost Allocation Worksheet established by AASA. An assessment of the agency's operations occurred on July 14, 2021, and no outstanding issues were identified. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Pohnl to approve the Request for Approval of FY2022 Annual Implementation Plan for Region 2 Area Agency on Aging. Commissioner Milton-Ramsey seconded the motion.

Additional discussion followed and the motion was approved by roll call vote 13-0-0.

### **c. Request for Approval of FY2022 Annual Implementation Plan for Area Agency on Aging of Northwest Michigan, Inc. (AAANM), Region 10**

Cindy Albrecht, AASA Field Representative, provided an overview and stated this plan has been reviewed against the approval criteria as adopted by the Commission on March 19, 2021, as well as the FY2022 Estimated Cost Allocation Worksheet established by AASA. An assessment of the agency's operations occurred on August 23, 2021, and no outstanding issues were identified. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Zamora to approve the Request for Approval of FY2022 Annual Implementation Plan for Area Agency on Aging of

Northwest Michigan, Inc. (AAANM), Region 10. Commissioner Bomberg seconded the motion.

Additional discussion followed and the motion was approved by roll call vote 13-0-0.

**d. Request for Approval of FY2022 Annual Implementation Plan for Area Agency on Aging, Region 1-B**

Cindy Albrecht, AASA Field Representative, provided an overview and stated this plan has been reviewed against the approval criteria as adopted by the Commission on March 19, 2021, as well as the FY 2022 Estimated Cost Allocation Worksheet established by AASA. An assessment of the agency's operations occurred on July 9, 2021, and no outstanding issues were identified. There are no special conditions requiring approval. Supplemental document: Cash-In-Lieu-Of Commodity Agreement requiring approval was included with the AIP.

A motion was made by Commissioner Milton-Ramsey to approve the Request for Approval of FY2022 Annual Implementation Plan for Area Agency on Aging, Region 1-B. Commissioner Smith seconded the motion.

Additional discussion followed and the motion was approved by roll call vote 13-0-0.

**e. Request for Approval of FY2022 Annual Implementation Plan for Region IIIC Area Agency on Aging**

Cindy Albrecht, AASA Field Representative, provided an overview and stated this plan has been reviewed against the approval criteria as adopted by the Commission on March 19, 2021, as well as the FY2022 Estimated Cost Allocation Worksheet established by AASA. An assessment of the agency's operations occurred on July 20, 2021, and no outstanding issues were identified. There are no special conditions requiring approval. Supplemental documents: Cash-In-Lieu-Of-Commodity Agreement and Request to Transfer Funds was included with the AIP for approval.

A motion was made by Commissioner Greenhut to approve the Request for Approval of FY2022 Annual Implementation Plan for Region IIIC Area Agency on Aging. Commissioner Bupp seconded the motion.

Additional discussion followed and the motion was approved by roll call vote 13-0-0.

**f. Request for Approval of FY2022 Annual Implementation Plan for Area Agency on Aging, Region IIIA**

Lacey Charboneau, AASA Field Representative, provided an overview and stated this plan has been reviewed against the approval criteria as adopted by

the Commission on March 19, 2021, as well as the FY2022 Estimated Cost Allocation Worksheet established by AASA. An assessment of the agency's operations occurred on July 30, 2021, and no outstanding issues were identified. There are no special conditions requiring approval. Supplemental Document D: Cash-In-Lieu-Of-Commodity Agreement is included with the AIP.

A motion was made by Commissioner Smith to approve the Request for Approval of FY2022 Annual Implementation Plan for Area Agency on Aging, Region IIIA. Commissioner Duncan seconded the motion.

Additional discussion followed and the motion was approved by roll call vote 13-0-0.

**g. Request for Approval of FY2022 Annual Implementation Plan for Tri-County Office on Aging, Region 6**

Becky Payne, AASA Field Representative, provided an overview and stated this plan has been reviewed against the approval criteria as adopted by the Commission on March 19, 2021, as well as the FY2022 Estimated Cost Allocation Worksheet established by AASA. An assessment of the agency's operations occurred on August 31, 2021, and no outstanding issues were identified. There are no special conditions or supplemental documents requiring approval.

A motion was made by Commissioner Bupp to approve the Request for Approval of FY2022 Annual Implementation Plan for Tri-County Office on Aging, Region 6. Commissioner Bomberg seconded the motion.

Additional discussion followed and the motion was approved by roll call vote 13-0-0.

**h. Request for Approval of FY2022 Annual Implementation Plan for CareWell Services Southwest, Region 3B Area Agency on Aging**

Annette Gamez, AASA Field Representative, provided an overview and stated this plan has been reviewed against the approval criteria as adopted by the Commission on March 19, 2021, as well as the FY2022 Estimated Cost Allocation Worksheet established by AASA. An assessment of the agency's operations is scheduled for August 25, 2021, and no outstanding issues are anticipated. There are no special conditions requiring approval. Supplemental documents: Cash-In-Lieu-Of Commodity Agreement and Request to Transfer Funds are included with the AIP for approval.

A motion was made by Commissioner Greenhut to approve the Request for Approval of FY2022 Annual Implementation Plan for CareWell Services Southwest, Region 3B Area Agency on Aging. Commissioner Pohnl seconded the motion.

Additional discussion followed and the motion was approved by roll call vote 13-0-0

**i. Request for Approval to Amend FY2021 Senior Volunteer Program Grants**

Julia Thomas, Senior Volunteer Program Analyst, provided an overview stating the purpose of the amendments: the Previously Unobligated balance was from the previous return of funds from the Methodist Children's Home Society and the grant increases described in the chart reflected requests by grantees to receive portions of these grant funds for FY 2021. She also noted an amendment to the chart to Catholic Human Service, Inc. for the SCP program. The increased funding will support local volunteer program activities and will be expended by September 30, 2021.

A motion was made by Commissioner Duncan to approve the Request for Approval to Amend FY2021 Senior Volunteer Program Grants as amended. Commissioner Bupp seconded the motion.

The motion was approved by roll call vote 13-0-0.

**j. Request for Approval of FY2022 Senior Volunteer Program State Allocations**

Julia Thomas, Senior Volunteer Program Analyst, provided an overview and stated the purpose of the grant awards are to support local volunteer program activities. As of the date of the memo and request for approval, the FY2022 state budget has not been finalized, so the funding allocations are considered planning figures and are contingent upon the appropriation and receipt of state funds authorized by the Michigan Legislature and allocated to AASA.

A motion was made by Commissioner Smith to approve the Request for Approval of FY2022 Senior Volunteer Program State Allocations. Commissioner Pohnl seconded the motion.

The motion was approved by roll call vote 13-0-0.

**k. Request for Approval of FY2022 Home-Delivered Meals and Peer Support – Food and Friendship Connections Project**

Rachel Telder, Departmental Analyst, Supportive Adult Services Section, provided an overview of the grant awards and stated the purpose of the project was to grant funding to provide congregate, home-delivered, and liquid meals; limited transportation; and peer companionship to adults 55 and older living with HIV in Clinton, Eaton, Ingham, and Wayne Counties.

A motion was made by Commissioner Zamora to approve the Request for Approval of FY2022 Home-Delivered Meals and Peer Support – Food and Friendship Connections Project. Commissioner Lopez seconded the motion.



The motion was approved by roll call vote 13-0-0.

**I. Request for Approval FY2022 Merit Award Trust Fund Caregiver Support Program Allocations**

Steve Betterly, Manager, Technical Assistance and Quality Improvement Section, provided an overview and stated the allocations would be administered by the Home and Community-Based Waiver agents listed after reviewing the Caregiver Support Program Annual Agreements for FY2022 and finding they satisfy all pertinent program plan approval criteria. The allocations proposed are contingent upon FY2022 actual MATF funding allocations by the Michigan Legislature to AASA for the Caregiver Support program.

A motion was made by Commissioner Greenhut to approve the Request for Approval of FY2022 Merit Award Trust Fund Caregiver Support Program Allocations. Commissioner Bupp seconded the motion.

Additional discussion occurred and the motion was approved by roll call vote 13-0-0.

**m. Request for Approval of Proposed CSA Meeting Dates and Locations 2022-2024**

Kelly Cooper, CSA/SAC Support provided an overview of proposed meetings throughout the state for a 3-year period.

A motion was made by Commissioner Pohnl to approve the Proposed CSA Meeting Dates and Locations 2022-2024. Commissioner Murphy seconded the motion.

Further discussion occurred and the motion was amended to approve only the Proposed Meeting Dates and Locations for 2022, with further discussion and the option to make amendments at the next CSA meeting in October.

The motion was approved by voice vote.

**n. Request for Approval of Amended SAC By-Laws**

Presented by Commissioner Kristie Zamora, SAC Chair presented a proposed change to the State Advisory Council by-laws to clarify language that had the potential for misinterpretation.

A motion was made by Commissioner Pohnl to approve the Request for Approval of Amended SAC By-Laws. Commissioner Bomberg seconded the motion.

The motion was approved by voice vote.

- o. Request for Approval to Extend the Fiscal Year (FY) 2021 Michigan COVID-19: No Wrong Door System Grant Through FY 2022 – AAAs, Disability Network, and Michigan Public Health Institute & Transfer a Grant Award**  
Tari Muñiz, MIPPA grant manager, provided an overview stating the purpose of the request for approval was based on the Administration for Community Living granting a no cost extension of FY2021 funds through FY2022 to allow for the completion of grant activities. The request for approval to transfer a previously approved grant award from Area Agency on Aging of Northwest Michigan to The Disability Network of Northern Michigan as the FY2022 grantee, was made at the request of both agencies.

A motion was made by Commissioner Bupp to approve the Request for Approval to Extend the Fiscal Year (FY) 2021 Michigan COVID-19: No Wrong Door System Grant Through FY 2022 – AAAs, Disability Network, and Michigan Public Health Institute & Transfer a Grant Award. Commissioner Smith seconded the motion.

The motion was approved by roll call vote 13-0-0.

#### **ANNOUNCEMENTS**

The next Commission on Services to the Aging meeting is scheduled for 9:00 am on Friday, October 15, 2021. The meeting will be held at the Holiday Inn Jackson NW, 2696 Bob McClain Drive, Jackson, MI. A public hearing will follow at 1:00 p.m.

**Please note, these meeting are open to the public and anyone wishing to attend may do so. Those needing technical assistance should contact Kelly Cooper at [CooperK6@michigan.gov](mailto:CooperK6@michigan.gov) at leave five business days prior to the meeting date.**

#### **ADJOURN**

Commission Chair Schlueter adjourned the meeting at 2:18 p.m.